

REPUBLIC OF THE PHILIPPINES)
 _____) S.S.

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This **CONTRACT OF SERVICE** is made and entered into this 24th day October, 2022 in the City of San Fernando, La Union, Philippines, by and between.

The **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT REGIONAL OFFICE 1**, represented herein by **AGNES A. DE LEON, CESO V, OIC- Regional Director**, with office and postal address at Aguila Road, Sevilla Norte, City of San Fernando, La Union 2500, herein referred to as the **First Party**.

- and-

That **ST. JOSEPH THE WORKER OF SIGAY MULTI-PURPOSE COOPERATIVE** represented herein by **RUBEN U. PASAHOL** with office address at **Brgy. San Ramon, Sigay, Ilocos Sur** herein referred to as the **Second Party**.

WITNESSETH:

WHEREAS, The **FIRST PARTY** will conduct a **three (3) days** activity entitled "**Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation / Workshop on Barangay Profiling and Community-Based Disaster Risk Reduction and Management Plan Preparation) within Sigay, Ilocos Sur**" on **November 7-9, 2022** at **Brgy. Ramos, Sigay, Ilocos Sur**.

WHEREAS, the **SECOND PARTY** has the capability of providing food for the conduct of the above-mentioned activity at reasonable cost;

NOW, THEREFORE, for and inconsideration of the foregoing premises the parties hereto agree the contents of this Contract to wit:


1. **THAT**, the **SECOND PARTY** agrees and binds itself to the **FIRST PARTY** to provide food for the participants who will attend the "**Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation / Workshop on Barangay Profiling and Community-Based Disaster Risk Reduction and Management Plan Preparation) within Sigay, Ilocos Sur**" to be held on **November 7-9, 2022** at **Brgy. Ramos, Sigay, Ilocos Sur**, with the contract package of **SIXTY FIVE THOUSAND TWO HUNDRED FIFTY PESOS ONLY (Php 65,250.00)** as indicated in the approved activity design subject to the qualification that only the actual cost/billing of the **SECOND PARTY** shall be paid by the **FIRST PARTY** appearing in the Statement of Account;
2. **THAT** this Contract of Services shall be guaranteed for a minimum of 75% of the total number of participants. If attendance is above minimum, the **SECOND PARTY** shall provide food at the same rate for the additional participants;

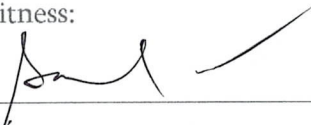
Proposed Schedule	Activity	No. of Day	No. of Participants	Amount
Nov 7-9, 2022	Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation / Workshop on Barangay Profiling and Community-Based Disaster Risk Reduction and	3	Day 1 - 87 pax (Am snack, Lunch, Pm Snack) Day 2 - 87 pax (Am snack, Lunch, Pm Snack) Day 3 - 87 pax (Am snack, Lunch, Pm Snack)	Php 21,750.00 21,750.00 21,750.00

3. In case of the unforeseen incidental expenses incurred by the **FIRST PARTY**, the **FIRST PARTY** shall pay the **SECOND PARTY** the amount corresponding to it.
4. **THAT**, if the total number of participants exceed the foregoing guaranteed minimum number of participants, the **FIRST PARTY** shall pay the **SECOND PARTY** additional charges which shall be based on the actual number of participants at the indicated rate per person as indicated in Item #2 of this contract.
5. **THAT** the payment of the amount due and payable under this contract and the conduct of this activity is based on the approved and signed program/activity design subject to the usual government accounting and auditing rules and regulations;
6. **THAT**, the **SECOND PARTY** guarantees to provide safe and clean food for the said activity to be conducted by the **FIRST PARTY**, and the latter reserves the right to question any action of, or institute any appropriate action in a proper proceeding against the former for any injury the **FIRST PARTY** may sustain resulting from any harmful or contaminated food served by the **SECOND PARTY**;
7. **THAT**, in case the **SECOND PARTY** failed to effect deliveries of what is stipulated herein, without any fault on the part of the **FIRST PARTY**, or was not due to fortuitous event, the contract will be automatically rescinded without going to court and the **FIRST PARTY** shall be freed from any liability to the **SECOND PARTY**;
8. **THAT**, this contract shall be binding and may be cancelled/terminated at the option of either party upon prior written notice at least five (5) days before the commencement of the activity.
9. **THAT** this Contract shall take effect upon signing of both parties concerned.


IN WITNESS WHEREOF, the parties hereto and do hereby sign this document at _____, Philippines this _____ day of _____ 2022.

For the First Party


AGNES A. DE LEON, CESO V
 OIC - Regional Director
 DEPARTMENT OF THE INTERIOR AND
 LOCAL GOVERNMENT- REGION 1


Witness:


For the Second Party


RUBEN U. PASAHOL
 Authorized Representative
 ST. JOSEPH THE WORKER OF SIGAY
 MULTI-PURPOSE COOPERATIVE

Witness:

CERTIFIED FUNDS AVAILABLE:


MERCEDES C. LLANES
 AO V/ Regional Budget Officer

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
1 LDCOS SUR)S.S.

BEFORE ME, a Notary Public for and in 1 LDCOS SUR, this
_____, personally appeared

AGNES A. DE LEON, CESO V

TIN: _____

RUBEN U. PASAHOL

TIN: _____

known to me as the same persons who executed the foregoing instrument and they further acknowledged to me that the same is their free and voluntary act and deed as well as that of the entities they respectively represent herein.

This agreement consisting of **three (3)** pages including this page where this acknowledgement is written, signed by said officials and their instrumental witnesses on each and every page thereof, refers to as **CONTRACT** for the purpose herein set forth.

WITNESS MY OFFICIAL SEAL and SIGNATURE, on the date and place above- written.

Doc. No. 347
Page No. 70
Book No. 88
Series of 2022

ATTY. JEMAROSE G. DOMINTONG
NOTARY PUBLIC
NOTARIAL COMMISSION NO. 05-2020
COMMISSION EXTEND UNTIL DECEMBER 31, 2022
PTP NO. 0560611-3-2022 C ANDON CITY
LIFETIME IBP NO. 098742411-12-2015 1 LDCOS SUR
MCLE COMPLIANCE NO. VII-0002795/UNTIL 4-14-25/PASIG CITY



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
LOCAL GOVERNANCE REGIONAL RESOURCE CENTER 1

Regional Office I
Aguila Rd., Sevilla, San Fernando City, La Union
www.region1.dilg.gov.ph

NOTICE OF AWARD

October 21, 2022

RUBEN U. PASAHOL
Authorized Representative
St. Joseph the Worker of Sigay, MPC
Brgy. Ramos, Sigay, Ilocos Sur


Dear Mr. Pasahol:

We are pleased to inform you that your quotation amounting to **Sixty Five Thousand Two Hundred Fifty Pesos Only (Php 65,250.00)** for the **Procurement of Meals and Snacks for the Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation / Workshop on Barangay Profiling and Community-Based Disaster Risk Reduction and Management Plan Preparation)** within **Sigay, Ilocos Sur on November 7-9, 2022 at St. Joseph the Worker of Sigay Multi-Purpose Cooperative at Brgy. Ramos, Sigay, Ilocos Sur** has been determined to be the **Lowest Calculated and Responsive Bid (SCRB)**.

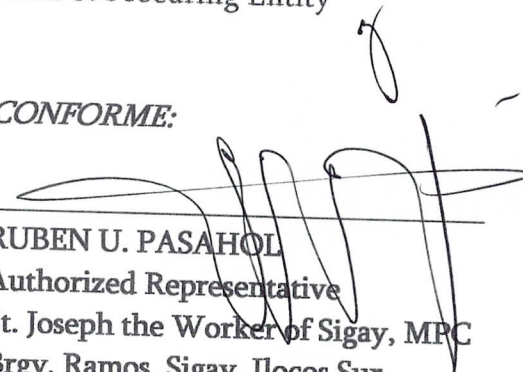
You are hereby required to formally enter into contract with us upon receipt of this Notice.

We appreciate your interest in this opportunity and we look forward to your satisfactory performance of your obligation.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG 1 and
Head of Procuring Entity

CONFORME:


RUBEN U. PASAHOL
Authorized Representative
St. Joseph the Worker of Sigay, MPC
Brgy. Ramos, Sigay, Ilocos Sur



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DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
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Regional Office 1

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www.region1.dilg.gov.ph

NOTICE TO PROCEED

October 25, 2022

RUBEN U. PASAHOL
Authorized Representative
St. Joseph the Worker of Sigay, MPC
Brgy. Ramos, Sigay, Ilocos Sur


Dear Mr. Pasahol:

With the attached **CONTRACT OF SERVICES** having been approved, you are hereby notified to provide **Meals and Snacks for the Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation / Workshop on Barangay Profiling and Community-Based Disaster Risk Reduction and Management Plan Preparation)** within Sigay, Ilocos Sur on **November 7-9, 2022** at **St. Joseph the Worker of Sigay Multi-Purpose Cooperative** at **Brgy. Ramos, Sigay, Ilocos Sur**.

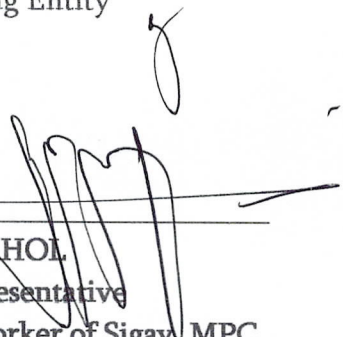
Likewise, you are responsible for performing the required services under the terms and conditions of the Contract of Services, and your submitted quotation/proposal.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other copy to the DILG Regional Office 1, c/o BAC Secretariat, City of San Fernando, La Union.

Very truly yours,


AGNES A. DE LEON, CESO V
OIC - Regional Director, DILG 1 and
Head of Procuring Entity

CONFORME:


RUBEN U. PASAHOL
Authorized Representative
St. Joseph the Worker of Sigay, MPC
Brgy. Ramos, Sigay, Ilocos Sur



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION 1

Aguila Road, Sevilla, City of San Fernando, La Union
www.region1.dilg.gov.ph

BIDS AND AWARDS COMMITTEE
RESOLUTION NO. 2022-72

RECOMMENDING ST. JOSEPH THE WORKER OF SIGAY MULTIPURPOSE COOPERATIVE AS SINGLE CALCULATED AND RESPONSIVE BIDDER (SCRB) FOR THE PROCUREMENT OF MEALS AND SNACKS FOR THE ENHANCING CAPACITY OF BARANGAYS ON TRANSITIONING TO FULL DEVOLUTION (ORIENTATION/WORKSHOP ON BARANGAY DISASTER PROFILING AND COMMUNITY-BASED DISASTER RISK REDUCTION AND MANAGEMENT PLAN PREPARATION) WITHIN SIGAY, ILOCOS SUR

WHEREAS, as mandated under RA 9184 otherwise known as "Government Procurement Reform Act" and its Revised Implementing Rules and Regulations, the Bids and Awards Committee (BAC) of the DILG Regional Office 1 adheres to the principles of transparency and competitiveness governing this Act;

WHEREAS, the Procuring Entity intends to procure **Meals and Snacks for the Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation/Workshop on Barangay Disaster Profiling and Community-Based Disaster Risk Reduction and Management Plan Preparation) Within Sigay, Ilocos Sur** under Negotiated Procurement – Small Value Procurement with an Approved Budget for the Contract (ABC) of **Sixty-Seven Thousand Eight Hundred Sixty Pesos (Php67,860.00)**;

WHEREAS, the procurement was posted at PhilGeps portal, DILG R1 website and conspicuous place on October 14-18, 2022;

WHEREAS, the BAC scheduled the opening of bids on October 20, 2022;

WHEREAS, the Request for Quotation was floated to prospective suppliers, namely: Mariposa Multipurpose, Greysan's Foodhauz, and St. Joseph the Worker of Sigay Multipurpose Cooperative;

WHEREAS, only St. Joseph the Worker of Sigay Multipurpose Cooperative submitted complete requirements and quotation;

WHEREAS, below is the result of the evaluation conducted:

SUPPLIER	Valid Business/ Mayor's Permit	Latest Income/ Business Tax Return/Tax Clearance Certificate	PhilGeps Reg. No.	Menu	Bid Amount	Remarks
Mariposa Multipurpose	X	X	X	X	-	No eligibility requirements submitted
Greysan's Foodhauz	X	X	X	X	-	No eligibility requirements submitted
St. Joseph the Worker of Sigay Multipurpose Cooperative	/	/(Cooperative)	/	/	P65,250.00	SCRB

NOW THEREFORE, WE, the BAC Members, RESOLVE, as it is hereby RESOLVED:

- To declare St. Joseph the Worker of Sigay Multipurpose Cooperative as the Single Calculated and Responsive Bidder (SCRB) with a bid amount of Sixty Five Thousand Two Hundred Fifty Pesos (P65,250.00); and
- To recommend the award of contract to the SCRB.

RESOLVED, further to furnish copy of this Resolution to the Local Government Capacity and Development Division (LG added) and Finance and Administrative Division (FAD) for their appropriate action.

ADOPTED: DILG Regional Office 1 Conference Room, October 20, 2022 via Hybrid Conference.

Certified Correct:

MARIFE M. DOCULAN
 Head, BAC Secretariat

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

SHARWYN M. SANGEL
 BAC Member

Attested by:

LESLIE CAROL L. ISIP
 BAC Member

LILY ANN Z. VICTORIO
 BAC Member

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

PEDRO D. GONZALES
 BAC Chairperson

APPROVED / DISAPPROVED:

AGNES A. DE LEON, CESO V
 OIC-Regional Director/ HOPE

"Matino, Mahusay at Maaasahan"

Tel. Nos. (072) 888 2108 • 888 2289 • 888 2294 • 888 3106
 888 7695 • 607 1245 • 607 1531 • 607 4467 to 70



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 REGIONAL OFFICE 1
 Aguila Rd., Barangay Sevilla, City of San Fernando, La Union

Document Code
FM-QP-DILG-AS-RO-10-06
 Rev. No. 00 Eff. Date 06.15.21 Page 1 of 1

RFQ NO. 2022-10-269
 ABC: Php67,860.00

ABSTRACT OF QUOTATION/S

MODE OF PROCUREMENT:
Small Value Procurement

AOQ No. 2022-10-010
 Date : October 20, 2022
 Time: 2:01 PM

Item	Item/Description	ABC	Qty.	Unit	St. Joseph the Worker of Sigay Multipurpose Cooperative	Greysari's Foodhauz	Mariposa Multi-purpose
1	Meals and Snacks (AM Snacks, Lunch, and PM Snacks)	67,860.00	87	pax	P250 per pax or P65,250.00	No eligibility requirements and quotation submitted	'No eligibility requirements submitted
	PR No. 2022- 10-364 Date Received: October 13, 2022 PUR: Enhancing Capacity of Barangays on Transitioning to Full Devolution (Orientation Workshop on Barangay Disaster Profiling and CBDRRM Plan Preparation) on November 7-9,2022						
	ELIGIBILITY REQUIREMENTS						
	*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following eligibility requirements.						
	Valid Business/ Mayor's Permit				/	x	x
	Latest Income/Business Tax Return/Tax Clearance Certificate				/ (Cooperative)	x	x
	PhilGeps Reg. Number				/	x	x
	Menu				/	x	x

REMARKS:

Award is hereby recommended to be given to **St. Joseph the Worker of Sigay Multipurpose Cooperative** which is the single calculated and responsive bid.

OTHERS:

SHARWYN M. SANGEL
 BAC Member

LILY ANN Z. VICTORIO
 BAC Member

BENEDICTA M. BARNACHEA
 BAC Vice-Chairperson

LESLIE CAROL L. ISIP
 BAC Member

ATTY. CHESTER S. CAYABAS-DIWAS
 BAC Member

PEDRO D. GONZALES
 BAC Chairperson

APPROVED BY:

AGNES A. DE LEON, CESO V
 OIC-Regional Director / HOPE